



TOWN OF TOWN OF GRAFTON

GRAFTON MEMORIAL MUNICIPAL CENTER
30 PROVIDENCE ROAD

GRAFTON, MASSACHUSETTS 01519
(508) 839-5335 ext 1100 • FAX (508) 839-4602
www.grafton-ma.gov

BOARD OF SELECTMEN MEETING

February 2, 2016
Municipal Center, Conference Room A
7:00 p.m.

CALL TO ORDER

ANNOUNCEMENTS

1. SCHEDULE

- a) [Vote to approve the issuance and details of bonds and notes to the Massachusetts Clean Water Trust under Financing Agreement Nos. CW-15-14-A and CW-15-14 and a vote of the Town passed October 20, 2014 \(Article 15\), and sign related documents.](#)

2. RESIGNATIONS

- a) [Barbara Lapoint – Council of Aging](#)
- b) [Carrie Ann Hogan – Library Board of Trustees](#)

3. APPOINTMENTS

Town Administrator

- a) [One Provisional Lieutenant](#)
- b) [Two Provisional Sergeants](#)

4. NEW BUSINESS

- a) [Vote to Sign Chapter 90 Adams Rd & Institute Road Drainage Design](#)
- b) [Sign Warrant for the 2016 State Primary](#)

5. SELECTMEN REPORTS / TA REPORTS

6. CORRESPONDENCE

[Board & Committee Vacancies](#)

7. DISCUSSION

a) [Spectra Energy – Pipeline Concerns -Dennis Flynn](#)

8. MEETING MINUTES

[1/19/16](#)

EXECUTIVE SESSION

MGL Chapter 30A, Sec. 21(3)

Litigation Update

Litigation Strategy

Union Negotiations

Land Negotiation

Non Union Negotiations

Strategy for Negotiations

Minutes

ADJOURN

If the Board is in agreement, the Board will vote to approve the issuance and details of bonds and notes to the Massachusetts Clean Water Trust under Financing Agreement Nos. CW-15-14-A and CW-15-14 and a vote of the Town passed October 20, 2014 (Article 15), and sign related documents.

The Board of Selectmen Clerk will read the "Vote of the Board of Selectmen".

VOTE OF THE BOARD OF SELECTMEN

I, the Clerk of the Board of Selectmen of the Town of Grafton, Massachusetts, certify that at a meeting of the board held February 2, 2016, of which meeting all members of the board were duly notified and at which a quorum was present, the following vote was passed, all of which appears upon the official record of the board in my custody:

- VOTED:
- (1) That the Town shall issue a bond or bonds in an aggregate principal amount not to exceed \$44,261,500 (the "Bonds") pursuant to Chapters 29C and 44 of the General Laws and a vote of the Town passed October 20, 2014 (Article 15), which authorized a total borrowing of \$49,000,000, for the construction of sewers and other water pollution control facilities identified in such vote (the "Project");
 - (2) that in anticipation of the issuance of the Bonds the Treasurer is authorized to issue an interim loan note or notes (the "Notes") from time to time in an aggregate principal amount not to exceed \$44,261,500;
 - (3) that each Bond or Note shall be issued as a single registered security, and sold to the Massachusetts Clean Water Trust (the "Trust") at a price determined pursuant to the related Financing Agreement;
 - (4) that the Treasurer is authorized to determine the date, the form, the maximum interest rate and the principal maturities of each Bond and Note, and to execute a Financing Agreement (or Agreements) with the Trust with respect to the sale of the Bonds and Notes, such date, form and maturities and the specific interest rate or rates of the Bonds and Notes to be approved by a majority of the Board of Selectmen and the Treasurer and evidenced by their execution of the Bonds or Notes;
 - (5) that all action taken to date by the Town and its officers and agents to carry out the Project and its financing, including the execution of any loan commitment or agreement by the Treasurer, are hereby ratified, approved and confirmed; and
 - (6) that the Treasurer and the other appropriate Town officials are each hereby authorized to take any and all actions necessary or convenient to carry out the provisions of this vote, including execution and delivery of the Financing Agreement(s) and the Project Regulatory Agreement(s) relating to the Project.

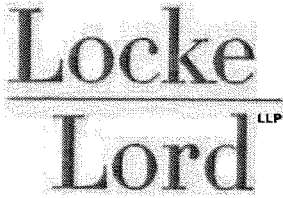
I further certify that the agenda for the meeting, a copy of which is attached hereto, was posted on the town bulletin board at least 24 hours before the meeting in compliance with Section 7-9 of the Town's Charter.

I further certify that the vote was adopted at a meeting open to the public, that no vote was taken by secret ballot, that notice stating the place, date, time and agenda of the meeting (which agenda included the adoption of the above vote) was filed with the Town Clerk and a copy thereof posted in a manner conspicuously visible to the public at all hours in or on the municipal building that the office of the Town Clerk is located or, if applicable, in accordance with an alternative method of notice prescribed or approved by the Attorney General as set forth in 940 CMR 29.03(2)(b), at least 48 hours, not including Saturdays, Sundays and legal holidays, prior to the time of the meeting and remained so posted at the time of the meeting, that no deliberations or decisions in connection with the sale of the Bonds or Notes were taken in executive session, and that the official record of the meeting was made available to the public promptly and remains available to the public, all in accordance with G.L c.30A, §§18-25, as amended. I further certify that the vote has not been amended, supplemented or revoked and remains in effect on this date.

Dated: February 2, 2016

Clerk of the Board of Selectmen

AM 57016715.1



Locke Lord
111 Huntington Avenue
Boston, MA 02199
Telephone: 617-239-0100
Fax: 617-227-4420
www.lockelord.com

Michael H. Meidinger
Associate
Direct Telephone: 617-239-0822
Direct Fax: 866-955-9171
michael.meidinger@lockelord.com

January 28, 2016

BY OVERNIGHT DELIVERY

Jessica L. Gomez, Treasurer/Collector
Town of Grafton
Grafton Memorial Municipal Center
30 Providence Road
Grafton, Massachusetts 01519

Dear Jessica: (Massachusetts Clean Water Trust Interim Loans)

We have now received loan closing instructions from the Massachusetts Clean Water Trust with respect to Interim Loans relating to Financing Agreement Nos. CW-15-14 and CW-15-14-A. The closing for the Interim Loans will take place after we receive the executed documents, and disbursements will be made to the Town after the closing date based upon requisitions submitted to DEP and the Trust. We have been asked to have all necessary documents presigned.

In this package I have included the "Terms and Conditions" referenced in the Financing Agreements. This document is an essential part of the Financing Agreements and the Town is required to comply with these provisions. We recommend that after reviewing this document that you keep it in the Town's file for these loans.

The Notes and three copies of both the closing Certificate and the Selectmen's Vote are enclosed. Each should be signed and the Note and Certificates must be sealed with the Town seal. Please return all of these documents to me as soon as convenient. These documents will be held in escrow until the closing. We will then return one complete set of documents to you for your records.

Thank you again for your help, Jessica. If you should have any questions, or if we can provide anything further, please do not hesitate to contact me.

Sincerely,

Michael H. Meidinger

Enclosures

cc: David Eisenthal

If the Board is in agreement, the Board will vote to accept the resignation of Barbara Lapoint, the Council on Aging.

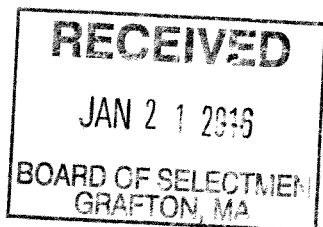
669 Washington St
Dorchester, Ma
01901

Grafton Council On Aging
30 Providence Rd
Grafton Mass.
01519

Dear Board Council -

Accept my resignation
as a board member on the
Council of Aging. I was proud to
be asked and to work with all
its wonderful members.
Keep up the good work!

Suzanne LaSant
October 30, 2015



If the Board is in agreement, the Board will vote to accept the resignation of Carrie Ann Hogan, Library Board of Trustees.

Mrs. Carrie Anne Hogan
4 Eseks Circle
South Grafton MA 01560

The Grafton Public Library Board of Trustees
35 Grafton Common
Grafton MA 01519

Effective immediately, I hereby resign my position as Trustee of the Grafton Public Library Board of Trustees.

It has been an honor and a privilege to serve with you all. I am very proud of our library and the work that we have done together. I know that the Grafton Public Library is in very good hands under your stewardship, the direction of our amazing library director Beth Gallaway and fabulous library staff.

Best of luck to you all and thank you for your kindness and support.

Sincerely,

Carrie A. Hogan

Carrie Anne Hogan
1-Jan-2016

RECEIVED TOWN CLERK
GRAFTON, MA
2016 JAN 20 PM 8 36

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If the Board is in agreement, the Board will affirm the appointment of one Provisional Lieutenant and two Sergeants.

If the Board is in agreement, the Board will vote to sign Chapter 90 forms for Adams Rd & Institute Rd drainage design.

CHAPTER 90 – PROJECT REQUEST

8/2012

updated

***2 Original Signed Project Request Forms are to be submitted.**

CONTRACT

50813

Classification: _____

Primary Road: _____

Local Road: _____

City/Town: Grafton

Location(s): Adams Road and Institute Road

Length: _____ feet

Width: _____ feet

PROJECT TYPE

Construction: ☐

Resurfacing: ☐

Engineering: ☒

Equipment: ☐

Other: _____

TYPICAL SECTION DETAILS: Indicate depths, special treatments, etc... Also please include sketch for Construction/Improvement Projects.

Surface: _____

Base Course: _____

Foundation: _____

Shoulders/Sidewalks: _____

SCOPE OF WORK:

Engineering design for roadway improvements including drainage and vertical/horizontal realignment within the ROW

WORK TO BE DONE:

Force Account: ☐

Advertised Contract: ☒

Other: _____

Estimated Cost (Please attach estimate and list funding source(s)): \$ 100,000.00

****These funds will pay 100% of Local Road Project costs to the limit of this assignment****

CERTIFICATION

The design, engineering, construction, and future performance of the project, including maintenance, is the responsibility of the Municipality. The proposed work will conform to recognized engineering and construction methods. I/We hereby certify under penalty of perjury the following: that the project is on a public way, and any necessary takings have been made; that all materials will comply with approved established specifications; that all weights and quantities will be accurate; that equipment rental rates are those established by MassDOT Highway or the advertised low bid; that all documentation will be checked for accuracy, and will be endorsed in accordance with municipal procedures for accountability.

Reviewed by:

Signed:

State Aid Engineer Date

Road Classification Verified: _____

Approved for \$ _____ @ 100%

District Highway Director Date

Signed:

Brian Sgcho _____

Engineer 1/28/16
Highway Official's Title Date

Accounting Official's Title Date

Date Duly Authorized Municipal Officials

CHAPTER 90 – ENVIRONMENTAL PUNCH LIST

City/Town Grafton MassDOT Highway District # 3

Proposed Work:

Construction Resurfacing Improvement Engineering Other

NOTE: ALL ENVIRONMENTAL PERMITS / APPROVALS MUST BE OBTAINED PRIOR TO CONSTRUCTION.

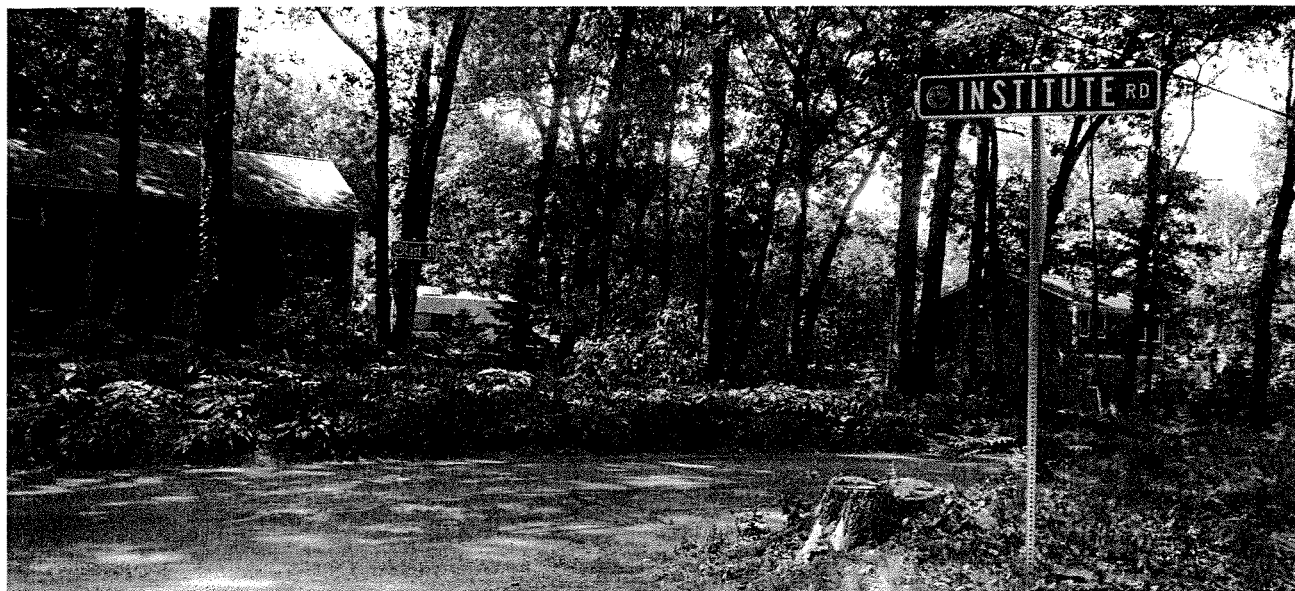
1. Will the pavement width increase 4 ft. or more for an aggregate length of 1000 ft. or more? Yes No ✓
 2. Will the bank or terrain (other than alteration required for installation of equipment or structures) be altered at a distance exceeding 10 ft. from the pavement? Yes No ✓
 3. Will the removal of 5 or more trees with diameters of 14 inches or more be required? Yes No ✓
 4. Will more than 300 ft. of stone wall be removed or altered? Yes No ✓
 5. Will the project involve construction of a parking lot with capacity of 50 cars or more? Yes No ✓
 6. Are any other MEPA review thresholds exceeded (see 301 CMR 11.00)?
If your answer is YES to any of questions 1-6, you must file an Environmental Notification Form (ENF). * Yes No ✓
 7. Will the project be on a "Scenic Road" (Acts of 1973, C. 67)?
If your answer is YES, your Planning Board or Selectmen / City Council must give written consent for cutting / removal of trees or changes to stone walls. Yes ✓ No
 8. Have all necessary takings, easements, rights of entry, etc. been completed?
If a county Hearing is required, it must be held prior to starting work Yes No ✓
 9. Are archaeological, anthropological, historical, etc. problems / impacts anticipated? * Yes No ✓
 10. Is any work proposed in or within 100 ft. of a wetland (stream, pond, swamp, etc.)? *
If your answer is YES, you must file the project with your local Conservation Commission prior to starting work. Yes ✓ No
 11. If work is proposed in a wetland or water resource, a permit may be required from the Department of Environmental Protection, Corps of Engineers, etc.. Verify with agencies. * Yes No ✓
- * See Appendix K for a List of Environmental Agencies.

Validation

It is recognized that the purpose of this information is to assist the MassDOT Highway Division in approving the Chapter 90 Project Request Form (of which this is a part). Accordingly, the information provided here is intended to be complete and correct with no intentional errors or material omissions. Any action taken by MassDOT Highway Division on the basis of this information shall not legally or financially obligate MassDOT Highway Division to support or defend the municipality, and the municipality shall save harmless MassDOT Highway Division for any action.

Duly Authorized Municipal Officials	Reviewed and Approved for Transmittal by: Brian Szczurko
	Engineer
	Highway or Conservation Officer's Title
	<i>Brian Szczurko 1/28/16</i>
Signatures Date	Signatures Date

This form should be submitted in duplicate with original signatures to the MassDOT Highway District Office.
This form should accompany the Project Request Form.



Price Proposal

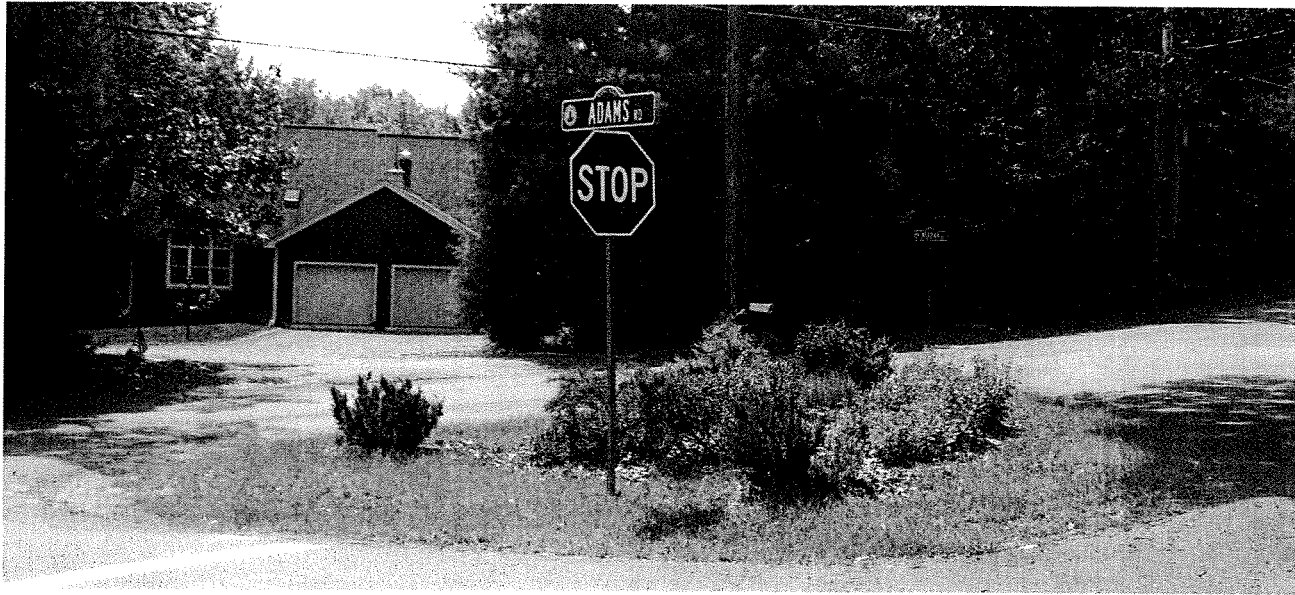
Based on our understanding of the project scope, we have outlined the key design elements and costs associated with this project as defined in the Request for Proposals. We have prepared the fee structure to provide a breakdown of the tasks outlined in the scope of services section of this proposal. The fee table below includes the following project deliverables:

- ✧ Base map AutoCAD files with topographical survey
- ✧ Electronic files of Notice of Intent document and related plans
- ✧ Preliminary plans and report for the project area including electronic files
- ✧ Final Contract Documents for the project area including electronic files

TASK	LABOR FEE
1 Field Reconnaissance	\$ 7,760
2 Preliminary Engineering	\$ 6,200
3 Environmental Permitting	\$ 6,850
4 Final Engineering	\$ 9,800
5 Right-of-Way Actions	\$ 3,250
6 Project Meetings	\$ 2,250
7 Bidding and Negotiating	\$ 3,200
8 Construction Phase Services	\$ 2,400
Design Fee	\$ 41,710
Expenses (printing, travel, etc.)	\$ 2,100
FEE TOTAL	\$ 43,810



Adams Road
Roadway and Drainage Improvement Project



Price Proposal

Based on our understanding of the project scope, we have outlined the key design elements and costs associated with this project as defined in the Request for Proposals. We have prepared the fee structure to provide a breakdown of the tasks outlined in the scope of services section of this proposal. The fee table below includes the following project deliverables:

- 1 Base map AutoCAD files with topographical survey
- 2 Electronic files of Notice of Intent document and related plans
- 3 Preliminary plans and report for the project area including electronic files
- 4 Final Contract Documents for the project area including electronic files

TASK	LABOR FEE
1 Field Reconnaissance	\$ 9,760
2 Preliminary Engineering	\$ 7,600
3 Environmental Permitting	\$ 6,850
4 Final Engineering	\$ 11,500
5 Right-of-Way Actions	\$ 3,450
6 Project Meetings	\$ 2,250
7 Bidding and Negotiating	\$ 3,200
8 Construction Phase Services	\$ 2,950
Design Fee	\$ 47,560
Expenses (printing, travel, etc.)	\$ 2,250
FEE TOTAL	\$ 49,810

If the Board is in agreement the Board will to sign the 2016 Warrant-State Primary.

COMMONWEALTH OF MASSACHUSETTS
WILLIAM FRANCIS GALVIN
SECRETARY OF THE COMMONWEALTH

WARRANT – STATE PRIMARY
MARCH 1, 2016

Worcester SS.

To either of the Constables of the Town of Grafton:

GREETING:

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of the Town of Grafton who are qualified to vote in elections and Town affairs to meet in their respective precincts, 1, 2, and 3 at the Grafton Middle School Gymnasium, 22 Providence Road and precincts 4 and 5 at the Millbury Street Elementary School Gymnasium, 105 Millbury Street on **TUESDAY, THE FIRST DAY OF MARCH, 2016**, from 7:00 A.M. to 8:00 P.M. for the following purpose:

To cast their votes in the Presidential Primary for the candidates of political parties for the following offices:

PRESIDENTIAL PREFERENCE..... FOR THIS COMMONWEALTH
STATE COMMITTEE MANSECOND WORCESTER DISTRICT
STATE COMMITTEE WOMANSECOND WORCESTER DISTRICT
WARD OR TOWN COMMITTEE GRAFTON

Hereof fail not and make due return of this Warrant, with your doings thereon to the Town Clerk, at the time and place of meeting as aforesaid.

Given under our hands the ____ day of _____ in the year of our Lord Two Thousand Sixteen.

BOARD OF SELECTMEN

TOWN OF GRAFTON

Craig Dauphinais, Chairman

Jennifer Thomas, Vice Chairman

Bruce Spinney, III, Clerk

Dennis Flynn

Brook Padgett

A TRUE COPY,
ATTEST:

I have complied with the requirements of the above Warrant and with the Town of Grafton By-Laws by posting an attest copy of the Warrant in some conspicuous place in each of the precincts of the town on the above date

The Board of Selectmen Clerk will read the Boards & Committees
Vacancies

BOARD & COMMITTEE VACANCIES
January 2016

AGRICULTURAL COMMISSION
BOARD OF REGISTRARS OF VOTERS
CHARTER REVIEW COMMITTEE
COUNCIL ON AGING
ECONOMIC DEVELOPMENT COMMITTEE
ENERGY COMMITTEE
GRAFTON COMMON HISTORIC DISTRICT COMMISSION
HISTORIC DISTRICT COMMISSION
LIBRARY BOARD OF TRUSTEES
PLANNING BOARD (Associate Member)
RECREATON COMMISSION
RECYCLING COMMITTEE
SCHOOL COMMITTEE
WHAT IF COMMITTEE (Member At Large)

If you are interested in serving on one of these boards, please send a letter of interest to BOSGROUP@graffton-ma.gov or by mail to the Grafton Municipal Center, c/o Board of Selectmen, 30 Providence Rd., Grafton, MA 01519

The Board will discuss Pipeline concerns regarding Spectra Energy.

If the Board is in agreement, the Board will vote to accept the meeting Minutes of 1/19/16 as presented.



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**BOARD OF SELECTMEN
MEETING MINUTES**

January 19, 2016
Municipal Center, Conference Room A
7:00 p.m.

CALL TO ORDER

A regular meeting was called to order at 7:00 PM. Present: Craig Dauphinais, Jennifer Thomas, Bruce Spinney, Dennis Flynn, Brook Padgett, Doug Willardson and Laura St.John-Dupuis. Absent: Tim McInerney

South Grafton Fisherville Mill Update and South Grafton Library Memorandum of Understanding –Gene Bernat

Mr. Willardson introduced Mr. Gene Bernat to address the Board and provide an update on Fisherville Mill and the Green House and Living Lab.

Mr. Bernat addressed the Board and stated that this project has been in the works for the last 10 years at a cost of around \$7M. The project is coming to an end from a remediation perspective. Mr. Bernat advised that the drinking water well is still contaminated and is about 20ft below the surface. It will never be able to be fixed. However, this will be in an area where parking will be. Mr. Bernat also stated that the asbestos has been encapsulated.

Mr. Bernat stated that the vision of a massive 240 unit building, cannot be built with the current market conditions. There are four developers that are interested but have their reservations about the development of Grafton. Mr. Bernat stated that he has been working with the Town Planner and Town Administrator talking about how to adjust the zoning to accomplish the same goals in a phased approach and that the Town has been very supportive. The underlying land value doesn't pay for the remediation that has been spent to date. There are some things that are so special about Grafton and Blackstone; there is a story there that is compelling to a lot of people. The potential is fabulous and is very recognizable by everyone. The Living Systems Lab has an informal agreement with Tufts, Brown University and WPI because it teaches the lessons of the past and the challenges it puts into our laps are the challenges that are happening all over the world.

South Grafton Library- Mr. Bernat stated that he would like to use the South Grafton Library as a place where people can gather and come up with new concepts on how to

improve the environment we live in. Mr. Bernat stated that he also needs an office and that he is trying to rally people to make South Grafton a unique space in terms of lessons and recreation opportunities for the community such as the bikeway routed through the site, and the expansion of the bird watching area. Drawing as many people to South Grafton to think about it as a cultural legacy and use it in the future as a positive change.

Mr. Willardson stated that the Town is interested in allowing Mr. Bernat use this space, the Town will maintain the cash flow that we were getting from the thrift shop that left a few months ago. This will be the visitor's center for the bike path.

Mr. Padgett stated that Mr. Bernat has done a tremendous amount of work, the more we can help them the better off the Town will be.

Mr. Flynn stated to Mr. Bernat that he had mentioned mixed use and in his own estimate what will happen there and how will the building be used. Mr. Bernat stated an Assisted Living/ Independent/ Memory Care facility would work well. The Boston based nonprofit Building Work Force for Affordable Housing is highly recommended to be located on the north side. We can get the commercial component we want, that would be at the waterfall. We need to have special activities that differentiate us from others Microbreweries are hot right now as well as hospital groups. Milford Hospital would be good. The Town needs adult care facilities. Mr. Bernat further stated that he will continue to need help from the Town. The delta between what market will pay and the cost to do the work is just not there. If we can interest the Affordable Housing Trust to help that would be beneficial. This is no longer about profit.

Mr. Flynn asked if there would there be some state and federal funding. Mr. Bernat stated yes, there is some competition for affordable housing tax credit. We need to work on a plan that is viable in terms of finding state assistance. Mr. Flynn asked how we can help. Mr. Bernat responded by stating that when the time comes, we will need the Town Planner to work with the state and the Affordable Housing Trust. The state will want to see that there is commitment from the Town. Putting a bus stop at that site will help out as well as working with South Grafton Water commission to see about lowering the cost of hook up. There needs to be a sustained commitment from the community to try to find resolutions. Mr. Bernat added that he will keep the Town Administrator informed with progression. Mr. Flynn stated that he would like to see a 3-5 year plan. Mr. Bernat stated that the new streetscape that was proposed, will help tremendously and that he will try to bring leverage to the DCR with issues around the damn. Mr. Bernat stated that he wants to come to Town Meeting to build the Riverwalk that the Conway School helped us design last year. Mr. Bernat would like to be able to bring Grafton the most dramatic and fun stuff at the beginning of the project. If people could access the Riverwalk, there would be a constant flow of walkers up there, if we can get this done. There is your 1 year plan that will do wonders in marketing that site. Mr. Flynn stated that he would like to see the plans. Mr. Willardson stated that this is going to CPC. Mr. Bernat can bring the plans to another Board meeting.

Mr. Dauphinais asked if there is a close date on the lease. Mr. Willardson said 30 days. Mr. Bernat stated he would like to be there for at least 3 years.

Mr. Padgett made a motion to sign the Memorandum of Understanding with Gene Bernat at a payment of \$2,000 per month. Ms. Thomas seconded. All were in favor.

Waste Water Treatment Plant –Update-Paul Cournoyer

Mr. Paul Cournoyer, Superintendent of the Waste Water Treatment Plant and Mr. Dana Green of CDM Smith address the Board with an update. Mr. Cournoyer stated that this process started in 2012 by educating the public with the need to update the treatment plant.

Mr. Green stated that GIS was required and the study of the nutrient loading to the Blackstone River and Narragansett Bay. It was determined that the treatment plant needed some maintenance repairs. As of today, CDM Smith is putting together a final design that was awarded to Walsh Construction, a national construction company. The construction will take at about 28 months. The completion of the nutrient facility should be done by 2018. There will be a third tank, a phosphorus removal system, disinfection building and a generator installed. The DEP and EPA will review this project and construction is expected to be completed by March 2018.

Mr. Cournoyer stated that he went to Town Meeting with \$49M as the max we would need for this project. Mr. Smith stated that as we move to finish the project the probable construction cost would be approximately \$35M. The normal SRF interest rate is 2%, portions of the project that are dedicated to nutrient removal qualified for 0%. \$22,55M will be at 0% interest. They will borrow with SRF Loans (2) and with Unibank.

Mr. Flynn asked if the \$49M is now \$45M. Mr. Green stated that construction contingency captures the fluctuation of construction items and if our projections are too light the NPDES from the EPA could change things. Mr. Green stated that his was designed as a single project done all at once and there is a very detailed sequence.

Mr. Spinney, asked if this will be presented to the Town at all, maybe see at Town Meeting in May. Mr. Cournoyer stated that if Board want them there, they will be there.

Mr. Spinney stated that they have done a very good job.

Recreation Department- Beach & Camp Fees- Jen Anderson

Jen Anderson addressed the Board stating that Camp fees have been all over the place over the years and that the program numbers have dwindled over the years and had to cancel one of their programs last year. Therefore she has decided to merge the ½ day with the full day and would like to continue down that path. Once the numbers go up we will break out the ½ day from full day. Ms. Anderson stated that she would like the fee to be at \$150 (not including a field trip) as the entry point would be a little more accessible

to people. They will also add a pre-care with early drop off and late pick up will be added to increase those hours.

Mr. Padgett asked if charging \$150 they Recreation break even. Ms. Anderson stated she anticipated that they will make money.

Ms. Anderson provided the following revenue information; Mr. Dauphinais asked if she was under staffed last year. Ms. Anderson stated not understaffed but under structured. This year will include a staff director.

Anticipated Expenses

Shirts	\$28.00
Supplies	\$10.00
School Fees:	\$1,200
Bus Fees:	\$1,400
Payroll	\$36,700

Total \$43,100

Anticipate Minimum Revenue

Full Day 40 Children x \$145 average x 7 week = \$40,600
Half Day 10 Children x \$70 average x 7 weeks = \$4,900

Total \$45,500

Ms. Anderson stated that last year they had a 5 week program, this year they will be running the program for 6 to 7 weeks and will use a lot of marketing.

Mr. Flynn, where will the program be offered? Ms. Anderson stated at Millbury Street School and will be working with the school to continue it.

Mr. Spinney asked how excess profits will be worked through the Recreation Department. Mr. Willardson stated that camp fees are within the revolving fund and the excess will be used to fund next year and that Beach fees is on general fund. Mr. Spinney stated there is a clear picture of which funds are going to which fund. Mr. Willardson stated that all programs besides the beach are designed to be self-sufficient over time.

Ms. Anderson stated that Recreation will bump up the dates for registration to February 1st. An early Registration Discount will be April 1st and Hiring will begin in March.

Beach Fees

The Goal is to eventually remove the vehicle stick and go to a hanging tag system, there will be an either individual or a family. Within the next year or two The Recreation

Department will sell a membership card, right now that is not a system that can be implemented. There would be an individual rate and a per car rate.

2016 anticipated revenue for silver lake, within at \$1000 of last year. There will be earlier passes and more marketing that will increase patronage. There will be birthday party packages, group rates to get different revenue streams.

Ms. Anderson provided the following charges that will be implemented this Beach Season:

Daily Resident:

\$3/senior

\$5/person

\$14/car

Daily Non-Resident:

\$5/senior

\$7/person

\$18/car

Season Pass - Resident

\$10 Senior

\$20 Individual

\$45 Family

Season Pass Non-resident

\$20 Senior Up to 2 people

\$40 individual

\$75 Family

Additional Sticker

\$20 Resident

\$40 Non Resident

Replacement Fee \$20

Mr. Flynn asked Ms. Anderson if she has any plans to connect with the School Department and their extended program and if there is any kind of aid or scholarships available for parents who have need for it. Ms. Anderson responded by stating that there are scholarships in place. Recreation has a 50/50 share, the resident pays 50% and the Town covers the other 50%. She added that the scholarship fund is very healthy and encourages people to apply. Ms. Anderson spoke to the question about connecting with the School Department by stating that the Schools have their own programs, however, Recreation is working with the schools on an adult education program. They launched last year with minimal success, the program will now be run through the Recreation Department. Mr. Flynn asked if there is an interest in

mainstreaming and looking at integration for more challenged youngster. Ms. Anderson stated she is looking at the state for other programs.

Mr. Flynn made a motion to accept the Beach fees presented. Ms. Thomas seconded all were in favor.

Village Dairy – Liquor License Renewal

Mr. Willardson stated that we are here to ask the Board if they will approve, deny or do nothing about Village Dairy's Liquor License. If the Board denies the renewal, Village Dairy can go back to the ABCC. Town Council recommends that the Board approves under protest.

Mr. Willardson stated that the Superior Court decided that this is in the ABCC's hands. Ms. Thomas asked if the license comes from town or the state does the ABCC give the Board the same authority? Mr. Will stated that the town will have the same authority even if the Town does not issue the license the Town can revoke it.

Mr. Flynn asked if the Town has appealed to the superior court. Mr. Willardson stated no, Town Council does not feel appealing it will go anywhere. Mr. Dauphinais asked if there is any part of this process that will get the Town in front of the ABCC. Mr. Willardson stated that the Board can request to meet with the ABCC and added that the license that was issued had expired on December 31st. Village Dairy is currently not selling alcohol. Mr. Dauphinais stated that the Board would like to sit with the ABCC as we are about to release a letter. Mr. Willardson stated that he can set up a meeting with the ABCC and the Chair with anyone else from the Board that can make it.

Mr. Flynn asked if the Board could instruct the Town Administrator to send a letter to change the law with the understanding that if the law changes. This license would be subject to the changes. Mr. Flynn stated he would like make a motion to approve what Town Council is proposing with a statement under protest. Mr. Dauphinais stated that he does not see that filing under process is worth it.

Mr. Flynn stated that he spoke with Town Council and that the Superior Court judge agreed with us, but has to live by the law.

Mr. Padgett asked why does Town Council have to defend it and why do we have to go and argue it. I don't want to do anything that will cost money.

Mr. Willardson stated that we can work with Town Council to draft legislation. If we do nothing tonight, The ABCC can kick it back. Mr. Dauphinais suggested that maybe we could have our State representatives come to the meeting with the ABCC.

This item was tabled. Mr. Dauphinais would like to have a meeting with the ABCC. Mr. Willardson stated he will get a meeting set up with the ABCC.

RESIGNATIONS

282
283 **Patricia Fay – Town Accountant**
284

285 Mr. Spinney made a motion to accept the resignation of Patricia Fay, Town Accountant.
286 Ms. Thomas seconded. All were in favor.
287

288 **Philip F. Holahan – Economic Development Commission**
289

290 Mr. Spinney made a motion accept the resignation of Philip F. Holahan from the
291 Economic Development Commission. Mr. Padgett seconded. All were in favor.
292

293 **APPOINTMENTS**
294

295 **Mark Alves – “Together We Can”**
296

297 Mr. Spinney made a motion to appoint Mark Alves to the “Together We Can” committee.
298 Mr. Flynn seconded. All were in favor.
299

300 **Patrick Mahoney – Part-Time Snow Plow Driver**
301

302 Mr. Spinney made a motion to appoint Patrick Mahoney as a part -time Snow Plow
303 Driver. Mr. Padgett seconded. All were in favor.
304

305 **Vote to Waive the “110” Inspection Fees for the Grafton Housing Authority**
306

307 Mr. Padgett made a motion to waive the 110 Inspection Fees for the Grafton Housing
308 Authority. Ms. Thomas seconded. All were in favor.
309

310 **Vote to Sign Chapter 90 Paperwork – Pavement Analysis**
311

312 Mr. Spinney made a motion to sign Chapter 90 paperwork for pavement Analysis. Ms.
313 Thomas seconded. All were in favor.
314

315 **Vote to Approve the Grafton Hill Street Light Location Layout**
316

317 The Board had questions about putting up the lights and if they will all be lit, Mr.
318 Dauphinais stated we will not light them all. Mr. Padgett stated that he did not approve
319 of the light layout. Mr. Willardson stated that the town will be paying for the lights and
320 stated further that moving forward the rules and regulations could be changed and that
321 he could go back to Planning to tell them that the Board wants fewer lights.
322

323 Mr. Flynn made a motion to approve the street lights to be placed at lot 1 and lot 16. Mr.
324 Padgett seconded. All were in favor.
325

326 **Vote to Sign Page Contracting Inc. – South Grafton Community House Damaged**
327 **Wall Repair**
328

Mr. Willardson stated that this is to repair the back door at the SGCH. Quotes were received and Page Contracting Inc. was the lowest. Mr. Willardson added that the Finance Committee is willing to appropriate from the reserve fund if the Board approves this.

Mr. Padgett made a motion to sign Page Contracting Inc. for the South Grafton Community House wall repair for \$19,750.00. Ms. Thomas seconded. All were in favor.

Vote to name one-way road between One Beacon and Jordan's Garage "George Jordan, Jr. Road."

Mr. Padgett made a motion to name the road that is currently known as the Boulevard to "George Jordan Jr. Boulevard" Mr. Spinney seconded. All were in favor.

SELECTMEN REPORTS / TA REPORTS

Mr. Willardson stated that the MMA conference is this Friday and Saturday, the Governor will be announcing how much will be given out in State aid.

CORRESPONDENCE

Spectra Energy Mr. Willardson stated that Spectra have contacted FERC to start the process of the Algonquin Gas projects. They will be submitting an environmental report as required by the State.

Open houses for anyone in the community will be on Jan 25th 5:30 - 7:30 PM for at the Country Club at 42 Magill Dr.

Mr. Flynn, will there be invitations. Mr. Willardson said we can send letters but will check with Spectra first and if they are not sending letters we will.

Language for Initiative to Take the Police Department Out of Civil Service

Mr. Willardson stated that in 2007 Grafton was a part of Civil Service and it required the Town hire people that are not always the best candidate. The Chief would like to have a ballot question at May Town Meeting to take Grafton out of Civil Service. Once outside of Civil Service the Board of Selectmen can set policies for hiring. The problem with Civil Service is the statutory requirements, if you have a disabled veteran applying for a position, the Town absolutely has to hire that person. We would be fine if a veteran is qualified, but we don't want to be required to hire someone if there is a better candidate.

Mr. Padgett made a motion to place this on a May ballot an article removed Police Department from Civil Service at their request. Mr. Spinney seconded. All were in favor.

Proposed Committee Appointment Administrative Policy for Multiple Applicants

Mr. Willardson stated if there are two applicants applying for 1 vacancy we would propose that 2 members from the Board of Selectmen plus the Chair of the committee meet and interview that candidates then select the candidate to be appointed. The purpose of this is to avoid candidates from having to come in to interview, this is a probably a better process as the current procedure is an uncomfortable way to interview as it's hard to be interviewed in public.

Mr. Spinney stated that this is part of the job as the Selectmen to interview candidates the way we currently do.

Mr. Dauphinais stated that the Board can kick this around some more and come up with something different if the Board wishes to do so. This agenda item has been tabled.

Schedule Joint Meeting to Appoint School Committee Vacancy

There are two applicants, the dates Thurs Jan 28th, Monday Feb 1st and Thursday Feb 4th. Mr. Spinney, Mr. Dauphinais and Ms. Thomas can make the, Thursday, February 4th meeting at 6:30 PM in Conference Room F.

Early Voting Recommendations – Letter from Resident

Mr. Willardson stated that MGL requires voting to be done during business hours. The Town Clerk suggests a pole to be set up in the gym for voters to vote 10 days before elections. There will be two workers for all precincts. The absolute worst case scenario cost wise would be \$3,500.00 this will only be required for state and federal elections. Mr. Flynn asks why we need to do anything if you can do absentee ballot. Mr. Willardson stated that we have to comply with state regulations. Mr. Padgett suggests that we do the reverse start on the 10th day and see if the Clerk's office can handle it and if not get the election workers. Mr. Dauphinais stated that if the Town Clerk wants to come in to talk this, she can come to a meeting and discuss it with us.

MEETING MINUTES

Mr. Spinney made a motion to accept the 12/15/15 meeting minutes as presented. Mr. Padgett seconded. All were in favor.

Mr. Spinney made a motion to accept the 1/5/16 meeting minutes as presented. Mr. Padgett seconded. All were in favor.

EXECUTIVE SESSION

MGL Chapter 30A, Sec. 21(3)
Litigation Update
Litigation Strategy
Union Negotiations
Land Negotiation
Non Union Negotiations

422 Strategy for Negotiations
423 Minutes

424 **ADJOURN**

425 At 9:27 PM Mr. Spinney made a motion adjourn. Ms. Thomas seconded. All were in
426 favor.

427
428 For more information, this and other meetings can be viewed on Grafton Television.
429 www.Graftontv.org
430

431
432 _____
433 Craig Dauphinais, Chairman Date _____
434

435
436 _____
437 Laura St. John-Dupuis, Recording Secretary